

**English 100: College Reading and Writing**  
**Santa Rosa Junior College – Fall 2018**

<b>Class Information:</b> ENGL-100: College Reading and Writing, 4 Units Section 0836 Monday/Wednesday 1:00-3:00 2913 Maggini Hall	<b>Instructor Contact Information:</b> Michelle Westbrook Hinds <u>Email:</u> mwestbrook@santarosa.edu <u>Office Hours:</u> Monday 10:00-10:50am and Wednesday 3:10-4:00pm in <i>1663 Emeritus</i> <i>Online</i> Friday 9:00-10:00am (email me)
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**General Course Information:**

Welcome to English 100! In this class, you will learn the reading, writing, and critical thinking skills that you will need to be successful in English 1A, transfer level English. The class is structured to build on your skills as we go, so it may feel like the class is moving fast since each major assignment will ask you to delve deeper into your college reading and writing skills.

The best way to be successful in this class is to come every day, do the assignments, and come to class engaged and ready to learn. You will participate in a community of peers both in groups and as an entire class. I will work alongside you and your classmates, both guiding and learning from you. By creating a respectful and academically rigorous classroom environment, you will be able to see the complicated ways that we all make meaning by reading the world. Please be courteous, open, and engaged.

Our class will involve lots of discussion, which is a great opportunity for you to both engage with new topics and share your own knowledge with the class. I will expect every student to participate in our classroom discussions, which will mean being prepared with completed homework, so make sure that you set aside enough time to do the homework assignments outside of class (more on this below). Completing reading and homework assignments to prepare for each class session will allow you to not only bring your own thoughts about our reading and writing topics to class but also practice the skills that you need to write successful essays.

In addition to reading and homework, you will also complete four major essay assignments, grammar work, and a final exam. Because each essay assignment is designed to allow you to work on different important writing skills, I will be assigning an overall topic for each essay and communicating my expectations of how you will demonstrate those skills. Within these topics and skills expectations, however, I want you to be able to choose a sub-topic or angle that interests you! If you ever want to check with me about an idea for how you want to write your essay, please let me know.

What follows is a more detailed list of expectations for the class, but keep in mind that if you are ever in doubt or run into trouble, please communicate with me! You can think of me as not only your teacher, but also your coach for this semester. While it is your responsibility to come to class, do the work, ask questions, and challenge yourself, I am here to help you to succeed.

**Official Course Description:**

This reading and writing course is designed to develop skills to the level required for success in ENGL 1A and other transfer-level courses. Formerly ENGL 100B.

**Prerequisite:**

Completion of ENGL 302 or higher (V8) OR Course Completion of ENGL 306 OR Qualifying Test Score of 109 in ENGL.

**Required Texts and Resources:**

- Rosa, Alfred, and Paul Eschholz. *Models for Writers: Short Essays for Composition*. 13<sup>th</sup> ed. Bedford/St. Martin's, 2017.
- Hacker, Diane, and Nancy Sommers. *Rules for Writers*. 8<sup>th</sup> ed. Bedford/St. Martin's, 2016.
- Novel TBA
- Regular access to Canvas (SRJC's online course organization platform)
- A notebook or binder with lined paper for notes
- A folder with pockets for handouts
- Other readings will be posted online or handed out in class.

**Student Learning Outcomes:**

1. Analyze readings of various lengths and complexity in terms of rhetorical method of development, style, implications, irony, satire, assumptions and biases.
2. Summarize and synthesize ideas from more than one college-level reading.
3. Compose logically developed and organized analytical and argumentative essays with clear point of view and thesis.
4. Revise, edit, and proofread essays and other writing with particular attention to syntax, sentence structure, grammar, punctuation, and formatting.
5. Read, analyze, and evaluate research source materials and document them in written assignments in MLA style.

**Course Expectations:***Participation*

You will receive a grade for your daily participation in class exercises and discussion. Attendance is mandatory. If you are absent from too many classes you may be withdrawn from the course, but more importantly, if you don't come to class, you won't learn! The number one reason why students don't pass the class is because they stop attending. Please plan on coming to *every class meeting*. This will give you the best chance at improvement and success.

Part of your grade is determined by your participation in class discussions, and you will not receive participation credit for days that you miss class. You are allowed *one excused* absence and *one unexcused* absence. All excused absences *must be cleared with me before the class meeting*.

Class begins on the hour. Tardiness will also negatively affect your participation grade. You will lose 1/3 of your participation points for the day if you are late.

Cell phone use is not allowed. If you distract yourself or your classmates by using your cell phone during class, you will surrender your participation points for the day.

### *Academic Freedom and Classroom Environment*

Each class meeting will include exercises and discussion. You are both welcomed and expected to participate in exercises, workshops, and discussion. The purpose of discussion is to give *you* an outlet to engage with the texts and ideas through discussion with your fellow students and myself. It gives us the opportunity to focus on specific themes and questions that are particularly interesting to the class. Think of topics that you find exciting, controversial, or confusing while you study the texts and practice close reading and annotation in order to bring these thoughts to class.

In any classroom that includes discussion and critical thinking, there are many different viewpoints. These differences enhance the learning experience and create an atmosphere in which students and instructors alike will be encouraged to think and learn. On sensitive and controversial topics, students may sometimes disagree not only with each other but also with the instructor. It is expected that faculty and students *will be respectful of all views expressed* during classroom discussions. If you are disrespectful, you will be asked to leave, and will thereby forfeit your participation points for that day.

### *Learning Differences*

Students who require alternative formats for course materials or adaptive equipment because of a disability can request them through the Disability Resources office. Please speak to me after class or in my office hours about alternative learning formats. More information can be found at: [drd.santarosa.edu](http://drd.santarosa.edu).

### *Readings and Homework*

Since this is a 4 unit class, expect to spend at least 8-12 hours outside of class each week completing reading, homework, and writing assignments. Homework will consist of reading responses, grammar exercises, and writing practice.

All readings and assignments are required. Complete the readings *before* class. In addition to normal discussion participation, I will call on each of you periodically (the “cold call”) to contribute to the discussion. Come to class prepared with annotated readings and you will have something to add. Make sure to *always bring your texts to class* as we will be looking closely at them during our discussions.

Your homework assignments will be posted to the Calendar and Assignments pages in Canvas and communicated to you at the end of each class meeting. Unless otherwise stated, you will submit all homework assignments to Canvas through the Assignment page for the day the homework is due. You will therefore need a computer with reliable internet access to complete your homework. There are computers with the internet in the library and the writing center for your use.

### *Essays*

You will be writing formal essays in this class. *Each essay must be turned in on time at the beginning of class, typed and in the correct format.* If you turn in an essay (or another assignment) after the beginning of class on the day it is due, it will be considered late. Your

grade for each essay will include prewriting, outlining, peer and tutor review, a rough draft, and a final draft.

### *Revisions*

You will be able to revise your first and second essays for a better grade if you choose to do so by the given due date. However, even though you will not be able to change your grade on your third essay assignment by revision, you will be required to submit a revision of your third essay. Your grade on your third essay revision assignment will be based on how well you have improved your third essay using my feedback.

### *Late Assignments and Make Ups*

Late essays will have 5% of the final grade reduced for each class meeting that they are late. You have one late pass to use to avoid a late penalty up to one week after the assignment is due (see below).

Late homework can be turned in at any time for half credit.

In class peer review will be part of each essay grade. If you miss a peer review class meeting or come to class without a copy of your draft that a peer reviewer can read and comment on, you cannot make up this part of your essay grade.

There will be no make ups for exams or quizzes, except in the case of an emergency. In the case of an emergency, *you must clear your absence with me before the beginning* of the exam or quiz and provide sufficient documentation.

### *Academic Integrity*

All assignments must be your own ideas, your own work, stated in your own words. Plagiarism is the act of claiming someone else's words or ideas as your own (e.g., copying directly from another text, including friends' papers or sources found online; hiring someone else to write your papers; or having your mother, friend, etc. over-correct your work). Plagiarism will result in a failing grade on that assignment and will be reported. Do not put off work until the last minute, and if you start to panic about your grade or the workload, please talk to me instead of resorting to plagiarism. It is *never* a good idea.

### *Grade Breakdown*

Participation: 10%

Essay 1: 15%

Essay 2: 20%

Final Essay Exam: 15%

Homework: 10%

Essay 3: 20%

Essay 3 revision: 10%

### *Required Course Work*

The course requirements consist of:

1. Multiple drafts of 3 major essays
2. A graded revision of your third essay
3. A final essay exam
4. Informal writing assignments, grammar exercises, and workshops

5. Active participation in peer groups and class discussions, including taking notes
6. Assigned readings in the texts
7. Home writing/practice assignments and other homework
8. Regular attendance

### *Enrollment Policy*

You cannot rely on no attendance as a way of dropping the class. Please be aware that should you wish to drop the class, you must do so yourself. Do not assume that you have been dropped because you've stopped attending. If you remain on the roll, I am required to give you a letter grade (A-F), whether or not you've actually been in class.

### *Study Groups*

Working with a study group can be a great way to learn and retain information. At the very least, it is important to have the contact information of a couple of classmates so that you can ask questions about your notes, homework, assignments, or clarifications. Use the space below to record the contact info of 3 classmates.

Classmate 1	Email	Phone
Classmate 2	Email	Phone
Classmate 3	Email	Phone

### *Late Passes*

You may use each of these passes *once* to turn in one late assignment up to one week after its due date with no grade penalty. Be aware that papers turned in late may have limited feedback comments. Remember that quizzes and exams cannot be made up except in case of documented emergency.

Let me know if you plan to use one of these passes by the due date of the assignment in question. You can include the late pass when you turn in the assignment, but you don't have to. I will keep track of which passes you have used.

Good for:  One late pass for one essay assignment.  Must be turned in within one week of the original due date.	Good for:  One late pass for one essay draft or homework assignment.  Must be turned in within one week of the original due date. Peer review cannot be made up.	Good for:  One late pass for one essay revision assignment.  Must be turned in within one week of the original due date.
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### *Important Dates*

(Subject to change. Possibility of additional quizzes.)

August 22: Writing Diagnostic

August 27: Syllabus Quiz

September 2: Last day to drop classes with refund

September 3: Labor Day Holiday

September 9: Last day to add classes or drop classes without W

September 19: Paper 1 due

September 30: Last day to opt for P/NP

October 17: Paper 2 due; optional paper 1 revision due

November 12: Veteran's Day Holiday

November 14: Paper 3 due; optional paper 2 revision due

November 18: Last day to withdraw from class with a W on transcript

November 22-23: Thanksgiving Holiday

December 5: Paper 3 revision due

December 12: Final class meeting

December 19: Final Exam 10:00am-12:45pm